EVANSVILLE RENTAL REGISTRY YEAR

**One Sheet for EACH Owner, LLC and/or One for EACH Management Company**

Type of Registration

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **NEW** |  | **RENEWAL** | | |
|  |  |  |  |

**RENTAL REGISTRY INFORMATION**

**UPDATE OWNER INFO**

Property Owner of Record's Name Contact First Name

Contact Last Name

INTERNAL USE ONLY

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **CASH** |  | **C** | **HECK#** |  |  | **CREDIT** |  |
|  |  |  |
| **Receipt #** | | |  | | | $ | | |

Email Address Owner Address

\*\*\*Required for notification next year

City Phone

State Zip Cell



**T**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **AGENT INFO** |  |  |  |  |
| Name of Agent/Company |  |  |  |  |
| Address of Agent |  |  |  |  |
| Office Phone | Cell Phone |  |  |  |
| Agent Email |  |  |  |  |
| **CHECK IF YOUR INVENTORY OF PROPERTIES HAVE CHANGED FROM LAST YEAR**  **LIST ALL RENTAL PROPERTIES - USE A SEPARATE LINE FOR EACH PARCEL or COMMUNITY**  **\* Check if Agent is to manage property** | | | | |
| \***Agent ADDRESS**  1 |  |  | **# of Units on Parcel** | **$5.00 per Address Line** |
| 2 |  |  |  |  |
| 3 |  |  |  |  |
| 4 |  |  |  |  |
| 5 |  |  |  |  |
|  |  |  | Pg 2 Total | $ |
| **Owners Signature or Authorized Person** |  |  | **OTAL** | $0.00 |
| **Print Name** | **Signature** | | | |
| **Date** | **Title** | | | |
| **Questions? Contact 812-436-7887** | **Owner** |  | **Management** | |
| **Email:** [**rental@evansville.in.gov**](mailto:rental@evansville.in.gov) **Website:** [**http://slate.tolemi.com/c/evansville-in**](http://slate.tolemi.com/c/evansville-in) | | | | |
| **There is a $5 Charge for each property/parcel ANNUALLY. There is a MAX of $100 per owner.** | | | | |
| **Make checks payable to Building Commission. Mail form & Check to: BUILDING COMMISSION, 1 NW MLK Blvd**  **Room 310, Evansville, IN 47708 c/o Sherry** | | | | |
| **DISCLAIMER: This registration does not allow any work to be done on your properties. Information about the**  **annually Rental Registry fees for rental properties in the City of Evansville is available at** [**http://www.evansvillegov.org/city/department/division.php?structureid=164**](http://www.evansvillegov.org/city/department/division.php?structureid=164) | | | | |